

*FAC files*  
*Charter*




# EMPLOYEE BULLETIN

25X1



12 April 1984

## THE FINE ARTS COMMISSION (U)

1. The Fine Arts Commission (FAC), under the general direction of the Deputy Director for Administration (DDA), advises the Director of Central Intelligence on aesthetic matters relating to the appearance of CIA facilities in the Metropolitan Washington area. It promotes an attractive working environment (buildings and grounds), provides a mechanism for the expression of the cultural interests and activities of Agency employees, and supports a program of exhibits in the Headquarters Building Exhibit Hall. It advises the DDA and the Director of Logistics regarding proposals which would alter the appearance of Agency premises and assists in the establishment of standards. The complete charter of the FAC is included in the revision  which will be issued soon. (U)

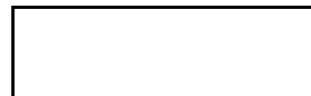
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2. A number of standing committees have been established with specific responsibilities in areas of continuing interest to the FAC. At present, the FAC has five committees.

a. The Art Committee deals with recommendations to the FAC regarding the accession, retention, and rotation of art works displayed in the public areas of the Headquarters Building. It also manages the annual Employee Art Exhibit.

b. The Exhibits Committee manages the Agency Exhibit Hall (1D Corridor, Headquarters Building). It plans or coordinates the planning of exhibits and maintains the exhibition schedule. Its members often assist in the installation of exhibits and the development and distribution of publicity regarding the exhibits.

c. The Work Environment Committee supports efforts by Agency individuals, organization components, or other environmental committees to improve local work environments. Its membership includes representatives from each of the Agency buildings in the Metropolitan Washington area.



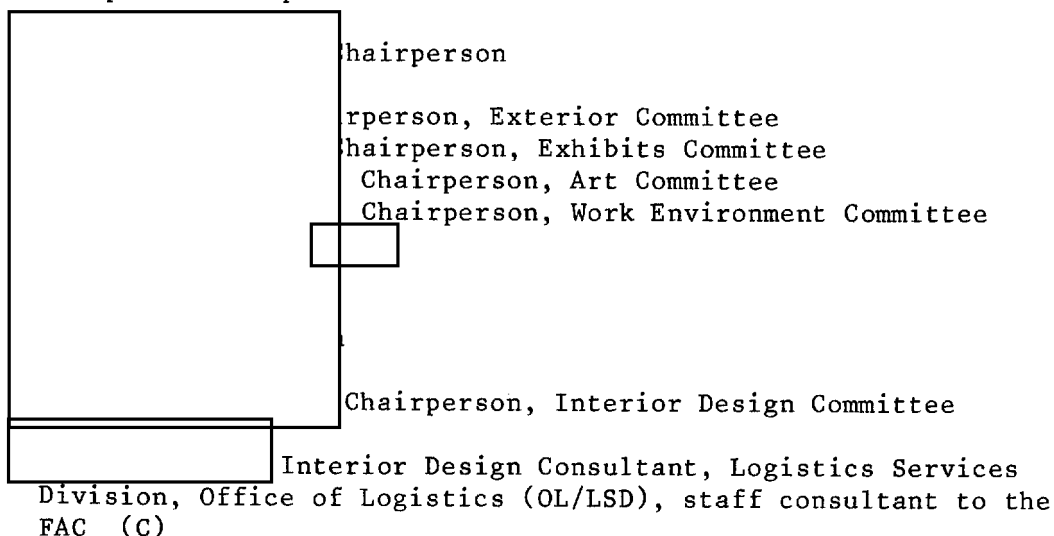
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d. The Interior Design Committee deals with the aesthetic integrity of the interior of the Headquarters Building with particular emphasis on the public areas of the building.

e. The Exterior Committee represents the FAC when issues arise concerning the appearance of the grounds around the Headquarters Building. It monitors construction projects to ensure the protection of trees and shrubs. (U)

3. From time to time the FAC is tasked with special projects of a one-time nature. Temporary committees sometimes are established for such purposes and are disbanded when the task is completed. (U)

4. The present composition of the FAC is as follows:



5. Those who serve on the FAC or one of its committees have the satisfaction of being part of an organization which has had, and continues to have, an impact on the appearance of Agency premises. All are volunteers who serve in addition to their other duties and make their training or their personal interest in art and aesthetics available to fellow employees and the Agency. (U)

6. Anyone interested in participating in the activities of the FAC, please complete, fold, staple, and mail the attached self-addressed form. Any questions about the FAC or its program should be directed to the chairperson [redacted] or the staff consultant on extension [redacted] (U)

DISTRIBUTION: ALL EMPLOYEES

TO: Chairperson, Fine Arts Commission  
In care of OL/LSD  
3E14 Headquarters Building

FROM: Name \_\_\_\_\_  
Room and Building \_\_\_\_\_  
Extension \_\_\_\_\_

I would be interested in participating in the activities of the Fine Arts Commission through membership on (circle choice(s)):

The Fine Arts Commission itself

The Art Committee

The Exhibits Committee

The Work Environment Committee  
(I am interested particularly in the work of this committee  
pertaining to \_\_\_\_\_ Building.)

The Interior Design Committee

The Exterior Committee

My experience/qualifications for this membership are as follows:

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Signature \_\_\_\_\_

Chairperson, Fine Arts Commission  
In care of OL/LSD  
3E14 Headquarters Building